



Notice to Taxpayer

Recent legislation provides for a Convention Center Financing (CCF) fee of 2.75% on room occupancy in hotels, motels, lodging houses, and bed and breakfast establishments in the cities of Boston, Cambridge, Springfield and Worcester. St. 1997, c.152, s.9. This new tax, effective January 1, 1998, is in addition to the state room occupancy tax of 5.7% and the current local option room occupancy tax of 4% in effect for those cities.

Effective January 1, 1998, all operators of hotels and other lodging establishments in Boston, Cambridge, Springfield and Worcester must begin collecting the 2.75% CCF fee together with the state and local option taxes on the rental of rooms, in accordance with the following schedule:

	State Tax	Local Option Tax	Convention Center Financing (CCF) Fee	Totals
Boston	5.7%	4%	2.75%	12.45%
Cambridge	5.7%	4%	2.75%	12.45%
Springfield	5.7%	4%	2.75%	12.45%
Worcester	5.7%	4%	2.75%	12.45%

The 2.75% CCF fee is to be collected and remitted in the same manner and at the same time as the current room occupancy excises. The January 1998 monthly return will be the first return to include the 2.75% CCF fee and will be due by February 20, 1998. If the total amount due is not collected and paid timely, interest and penalty charges will be imposed in the same manner as provided for in G.L. c. 62C, ss. 32 and 33.

Form RO-2CF, Monthly Room Occupancy Return for Boston, Cambridge, Springfield and Worcester, is in the process of development. We are enclosing a **preliminary draft** of this new form to familiarize you with its appearance. Your twelve preprinted monthly forms will be mailed to you in January, 1998. The new form will also be available by calling the Department of Revenue's Fax On Demand system at (617) 887-1900 using the handset and keypad of your fax machine. In addition, the form will be available on DOR's website at www.state.ma.us/dor.

If you do not receive Form RO-2CF by January 20, 1998, or if you have any other questions, please call our Customer Service Bureau at 887-MDOR or toll-free in state at 1-800-392-6089.

Sincerely,

Mitchell Adams
Commissioner

John Doe owns a hotel located in Boston. As a room occupancy operator located in one of the four cities that collects the Convention Center Financing (CCF) fee of 2.75%, he files a Monthly Room Occupancy Return for Boston, Cambridge, Springfield and Worcester, Form RO-2CF. The CCF fee is in addition to the state room occupancy tax of 5.7% and the local option room occupancy tax of 4%. If John's taxable rents collected during the month of January was \$100,000, he must remit \$12,450 in room occupancy tax for the month. His completed Form RO-2CF for the month would look like this:

RO-2CF		MASSACHUSETTS DEPARTMENT OF REVENUE MONTHLY ROOM OCCUPANCY RETURN FOR BOSTON, CAMBRIDGE, SPRINGFIELD AND WORCESTER YOU SHOULD FILE THIS FORM EVEN THOUGH NO TAX MAY BE DUE.			CITY/TOWN NAME: Boston			
FEDERAL ID NO. 123-456-789		BE SURE THIS RETURN COVERS THE CORRECT PERIOD	FOR MONTH 1 / 98	CITY/TOWN CODE 035	1. TOTAL RENTS	1. 100,000		
					2. TAXABLE RENTS	2. 100,000		
IF ANY INFOR- MATION IS INCORRECT, SEE INSTRUC- TIONS.	John Doe Hotel 123 Main St. Boston MA 02114 <input type="checkbox"/> Check here if this is a final return.					STATE (a)	LOCAL (b)	CCF (c)
					3A. STATE TAX DUE (LINE 2 x .057)	3a. 5,700		
					3B. LOCAL TAX DUE (LINE 2 x .0)		3b. 4,000	
					3C. CCF TAX DUE (LINE 2 x .0275)			3c. 2,750
					4. PENALTY	4a.	4b.	4c.
				5. INTEREST	5a.	5b.	5c.	
Return is due with payment on or before the 20th day of the month following the month indicated above. Make check payable to Commonwealth of Mass. Mail to: Mass. Dept. of Revenue, P.O. Box 7041, Boston, MA 02204-7041.				6. AMOUNT DUE (ADD LINES 3, 4 & 5)	6a. 5,700	6b. 4,000	6c. 2,750	
I declare under the penalties of perjury that this return (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct and complete return.				7. TOTAL AMOUNT DUE (ADD LINES 6A, 6B & 6C)		7. 12,450		
Signature John Taxpayer Title Owner Date 2/20/98								